

Damage Assessment

Overview

Multiple damage assessments may be warranted when an area receives damage from severe weather. Quick assessments (referred to as windshield assessments) of governmental damage (in dollar estimates) and private damage (number of residences and businesses) should be tallied. At the same time, volunteer organizations such as the Red Cross, Salvation Army, and the faith-based community normally are obtaining information to provide individual and family support., The National Weather Service personnel will respond to verify the cause of damage, if needed.

Thorough assessments by professionals (such as building inspectors, tax assessors, and storm water management personnel) may be necessary later. Representatives from the state, and/or federal governments, will also verify and/or participate in damage assessments if the county receives, or might receive, a state or federal declaration,

Preparedness

Government staff and trained civilians can perform damage assessments. Government staff that is already tasked with the maintenance of facilities is responsible for assessments of those respective facilities. Government staff and trained civilians can be utilized for private assessments., All participants shall complete the Cobb Emergency Management Agency (CEMA) Damage Assessment Course prior to assessing damaged facilities

Government

Personnel within each city/county government department/agency should be identified and trained to assess building, property, and equipment damage following a disaster or emergency. These personnel, as well as an appointed agency representative, will provide contact information (pager, cell numbers, etc.) to CEMA so they can be notified when needed. Hard copies of the assessment forms should be provided to, and maintained by, assessors in case of a callout. The forms will also be available on the CEMA website <http://ema.cobbcountyga.org>, under the forms link).

Civilian/Support

CEMA maintains the contact information for all Community Emergency Response Team (CERT) members that have completed the damage assessment course. CERT members can be paired with government staff to assess public property, or can complete windshield damage assessments with a team of only CERT members.

Activation

The reverse callout system shall be used, as well as blast emails, contacting pre-identified personnel to complete public infrastructure assessments. Each agency/department should develop an assessment plan so that when assessors are contacted, they report to their assigned facilities to assess and document the damage, which includes completing forms and taking pictures.

CERT members will also be contacted via reverse callout system and/or blast emails, if needed.

Activation information will include the type of incident that occurred and a meeting site. The information will also include time to begin, area(s) to avoid, and resources needed, if applicable.

Contacts will be made by phone, if necessary.

Operations

Cobb Emergency Management Agency (CEMA) has primary responsibility for damage assessments (refer to Cobb Local Emergency Operations Plan, ESF 5). Once CEMA is notified of damage resulting from severe weather within the county, the following assessments shall be directed, as needed, by the CEMA Director or his/her designee.

Public Infrastructure Assessments

Public infrastructure assessments require documenting the estimated dollar loss of county department/agency property. Government staff shall complete assessments of facilities for which they are responsible. Those agencies include, but are not limited to, the following:

- Acworth Police Department
- Austell Fire and Emergency Services
- Kennesaw Police Department
- Marietta Fire and Emergency Services
- Powder Springs Police Department
- Cobb County Fire and Emergency Services
- Cobb County Property Management
- Cobb County Public Services—Parks and Recreation
- Cobb County Sheriff's Office
- Cobb County Water System

The damage assessors should report to their assigned facilities to assess and document the damage, which includes completing forms and taking pictures. Documentation of estimated property damage dollar loss should be delivered to the Emergency Operations Center (EOC) located at 140 North Marietta Parkway, Marietta, Georgia 30060, (770) 499-4567, as soon as possible. CEMA will report damage to the Georgia Emergency Management Agency (GEMA).

Summary

1. Receive notification of event from Cobb EMA;
2. Inspect damage of respective assigned facilities;
3. Deliver damage documentation to the EOC;
4. Prepare for residential and business assessments.

Private Residential and Business Assessments

These site assessments require documenting numbers of damage and damage levels (Windshield Assessment Part 1 & 2 forms). The purpose of the damage assessments is to determine the extent to which individuals and private businesses have been impacted by the disaster. Two basic categories of eligible private damage have been established.

Damage to Residents—assessors will estimate the degree of damage to the home, the habitability, and obtain information on insurance coverage, if possible.

Damage to Businesses—the same procedures used to assess damages to residents will be used to quantify damages and determine the impact those damages will have on the community. Loss of a business may result in lost jobs, income, etc., to the individual owner and employees. Privately-owned businesses that are damaged or destroyed by the disaster may qualify for assistance programs.

Windshield assessments are the first rough estimates of the areas affected and the damage levels of residential and business infrastructure. These assessments should be completed on foot, or from inside a vehicle, by teams of trained personnel. Damage assessment forms should indicate if the property is single family, multi-family, or business property, the level of damage incurred, and should include photographs. Verbal status reports should be provided to the EOC in two-hour intervals. All forms should be returned to the EOC on the same date of the damage assessment. CEMA will report damage to GEMA.

Section summary:

1. Receive notification from Cobb EMA*;
2. Report to the EOC for area and team assignment;
3. Inspect quantities and levels of damage, *not* dollar amounts;
4. Deliver documentation of damage to the EOC.

* Self-activated CERT members shall follow procedures notifying the EOC, or Deputy Director, of activation and 911 for emergencies.

Damage Assessment Areas

The assessment area will be determined from phone calls to the EOC, 911 calls, responder reports, and other incident information. This documentation will be logged by the Geographical Information System (GIS) staff. GIS personnel will map the identified areas; then each team will be assigned to geographical areas.

Damage Assessment Schedules

Unless otherwise notified, assessors should:

- Limit work time to normal amount of working hours
- Complete windshield assessments only during daylight hours

Damage Assessment Teams

Damage Assessment Team composition will vary depending on the severity and type of damage and personnel availability. Each team should have a team leader who will arrange transportation, obtain the proper forms, map(s) with vital markings, camera, and GPS unit. The ideal team will have four members: a driver, guide, photographer, and scribe. Assessment teams may include those already listed as well as the following:

- Police and Fire officials
- Building Inspectors
- Tax Assessors
- Cobb Emergency Management Agency staff
- Other county employees

Other Considerations

Protective Clothing/Basic Equipment

- Good boots and footwear
- Rain gear
- Work gloves
- Eye protection
- Head protection
- Whistle

- Emergency blanket
- First aid kit
- Chalk/lumber crayon
- Spray paint
- GPS units
- Cameras

Safety Requirements

- No less than two assessors at any site; **do not separate**
- Provide status to EOC every two hours

Safety Awareness

- Debris – glass, wood, metal
- Fuel/gas leaks
- Vehicles – hybrids/electrics
- Unstable structures
- Downed wires
- Flooded areas
- Animals
- Criminals

Diseases in Disasters

- Hepatitis
- HIV/AIDS
- West Nile virus – mosquitoes
- Lyme disease – ticks
- Diarrheal diseases
- Bacterial infections

Cobb Emergency Management Agency
Disaster Assessment Form - Government Facilities

Cobb Emergency Management Agency
140 N. Marietta Parkway
Marietta, GA 30060
Office (770) 499-4567
Fax (770) 499-4558

Agency responsible for government facility:			
Person inspecting:		Agency:	
Date/time:		Event:	
Facility name:			
Facility address:			
Description of facility damage: (including specific buildings if multiple buildings comprise a single facility).			
Estimated cost of damages to facility:		\$	
Other remarks:			

INDIVIDUAL/BUSINESS DAMAGE ASSESSMENT COLLECTION FORM INSTRUCTIONS

The purpose of this assessment is to get a quick overview of damage to the community. This assessment should be completed within 48 hours after the disaster occurs. **Respect private property by conducting the assessment from the outside of homes and businesses.**

<u>FIELD</u>	<u>EXPLANATION</u>
COUNTY	Name of the county where the damage assessment is being done. Use separate forms for each county surveyed.
JURISDICTION	City/area being surveyed. Try to keep all damage assessment information for a city/area together.
DATE	Day, month, and year that the survey is completed. Use the format mm/dd/yy for dates.
DAMAGE ASSESSOR	Name(s) of those completing the survey.
CONTACT TELEPHONE	Area code and 7-digit phone number where the assessor(s), or someone who can interpret assessment results, can be reached.
GENERAL DESCRIPTION OF AREA/ COMMENTS	Describe, in general terms, the effects of the disaster on homes and businesses in the community surveyed.
PROPERTY ADDRESS	Enter the street address of the property being surveyed. If no street number is available, list the file number or other identification number the property has been assigned. In the event that none of these methods of ID are available, describe in the address and notes blocks using any information about the house that would set it apart from others. An example would be "white house on south side of the road, 5 houses from the intersection of Flower and Cactus Streets."
PROPERTY TYPE	Check the single family block if the property is a one-family home. Check multi-family if a duplex, triplex, four-plex, or an apartment, condominium, or townhome. Count each unit as a separate dwelling (i.e., an apartment building with 20 apartments is considered 20 dwellings). Check the MH dwelling type if the dwelling is a mobile or manufactured home. If the property is a business , check that block on the form.
STATUS	An exact count is not necessary; a rough percentage is acceptable. Indicate whether the dwelling is owned or rented by the resident to the extent you are able. In general terms (for estimating when

necessary), facilities listed as apartments are rented. Most condominiums are owner-occupied. Manufactured housing (mobile home) is usually a mix of rented and owner-occupied units. In many cases, mobile home park managers, townhome, and condominium associations can provide more accurate information on the number of owner-occupied dwellings.

DAMAGE LEVEL

Use the FEMA criteria for estimating damage contained on the chart at the end of these instructions.

APP INS (Y/N)

Does the resident/business owner have the appropriate type of insurance to cover his/her disaster loss?

WATER DEPTH

Indicate floodwater depth in the residence or business if the disaster includes flooding; report depth in feet/inches for each floor involved (e.g., 8 feet of water in basement/3 feet of water in main floor).

COMMENTS

Note any observations you have made at this address which aided you in making your damage rating decision. Also note any special situations (i.e., low-income housing, elderly population, etc.)

Levels of Disaster Damage (10/24/2000)	
DAMAGE LEVEL	FEMA DEFINITION (Use this criteria when making reports)
Affected	This structure is habitable . A structure which received damage but is useable for its intended purpose. Water Damage: (Single/Multi) Less than 1 foot in basement, minor access problem. (Mobile) Water causes access problems underneath. No water touched unit.
Minor Damage	This structure is currently uninhabitable . A structure which has received such damage that it is no longer useable for its basic purpose but can be easily repaired and made useable in a short time. Water Damage: (Single/Multi) Less than 2 feet on first floor. No basement or 1 to 8 feet in basement. (Mobile) Utilities flooded, piers shifted/washed out.
Major Damage	Structure currently uninhabitable , which has received substantial damage and will require considerable time to repair, but is economically feasible to repair. Water Damage: (Single/Multi) 2 feet or more on first floor. Structural damage; collapsed basement walls. (Mobile) Water-soaked bottom board, shifted on piers.
Destroyed	Structure is permanently uninhabitable , has received severe damage and repair is not economically or technically feasible. Water Damage: (Single/Multi) Not economical to repair, home pushed off of foundation. (Mobile) Water above floor level, or unit swept off of foundation.

INDIVIDUAL/BUSINESS DAMAGE ASSESSMENT COLLECTION FORM

COUNTY	JURISDICTION	DATE	DAMAGE ASSESSOR	CONTACT TELEPHONE
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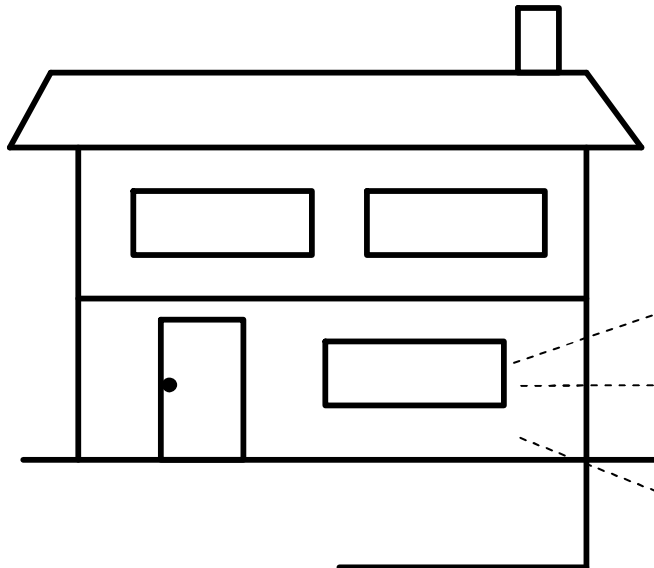
General Description of Area/Comments

Property Address	Property Type				Status	Damage Level				App Ins	Water Depth	COMMENTS
	Single Family	Multi Family	MH	Business	Own/Rent	Dest	Maj	Min	Aff	Y/N	No. Ft./Floor	

	Destroyed	Major	Minor	Affected	Totals
Single Family					
Multi-Family					
Mfg. Homes					
Business					
Totals:					

OHS/GEMA DA Data Collection Form

Flooding Estimates Visual



Destroyed: Structure is **permanently uninhabitable**, has received severe damage and repair is not economically or technically feasible.

Water Damage: (Single/Multi) Not economical to repair, home pushed off of foundation.

(Mobile) Water above floor level, or unit swept off of foundation.

Major Damage: Structure **currently uninhabitable**, which has received substantial damage and will require considerable time to repair, but is economically feasible to repair.

Water Damage: (Single/Multi) 2 feet or more on first floor. Structural damage; collapsed basement walls.

(Mobile) Water-soaked bottom board, shifted on piers.

Minor Damage: This structure is **currently uninhabitable**. A structure which has received such damage that it is no longer useable for its basic purpose but can be easily repaired and made useable in a short time.

Water Damage: (Single/Multi) Less than 2 feet on first floor.

No basement or 1 to 8 feet in basement.

(Mobile) Utilities flooded, piers shifted/washed out.

Affected – 0” – 12” This structure is **habitable**.

A structure which received damage but is useable for its intended purpose.

Water Damage: (Single/Multi) Less than 1 foot in basement, minor access problem.

(Mobile) Water causes access problems underneath. No water touched unit.